



TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD

GRAFTON, MASSACHUSETTS 01519
(508) 839-5335 ext 1100 • FAX (508) 839-4602
www.grafton-ma.gov

**BOARD OF SELECTMEN
AGENDA/MEETING NOTICE**

January 6, 2015
Municipal Center, Conference Room A
7:00 P.M.

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A regular meeting was called to order at 7:00 PM. Present was Craig Dauphinais, Dennis Flynn, Bruce Spinney, Jennifer Thomas, Tim McInerney, Doug Willardson and Laura St. John-Dupuis. Absent: Brook Padgett.

Liquor Violations

Mr. Dauphinais swears in all parties present to testify and speak on this matter

Ms. Thomas reads the public hearing notice.

Ms. Thomas made a motion to open the public hearing. Mr. Spinney seconded, all were in favor.

Det. William Kuck addresses the Board, addresses the board and states that an operation was performed on 11/21/2015 when all serving locations were open. A male subject, 19 years of age was asked to go in each establishment and to purchase a 6 pack of beer or order beer at a serving establishment. If the 19 year old man was served beer or allowed to purchase beer, the subject was to leave the beer and exit the establishment.

Anzio's Brick Oven Pizza

Todd Harrington, Owner-Anzio's Brick Oven Pizza addresses the Board stating that the employee that was working that night thought the person was over 30 and further states all employees have been trained and are certified in T.I.P.S. training.

Chief Crepeau recommends: A written warning. All servers must attend an in person TIPS training course. A copy of the each server's certificates is to be given to Chief within 30 days.

Mr. Spinney made a motion to close the public hearing, Ms. Thomas seconds all were in favor.

Mr. Flynn makes a motion accept the Chief's recommendation, Ms. Thomas seconds all were in favor.

Cancun's Mexican Restaurant

Mr. Dauphinais states that the owner of Cancun was unable to make it the meeting as she is not in the state.

Ms. Thomas reads the hearing notice.

Mr. Flynn makes a motion to postpone Cancun's meeting to 1/20/15. Ms. Thomas seconds, all were in favor.

Grafton Inn

Ms. Thomas reads the public hearing notice.

Ms. Thomas makes a motion to open the public hearing, seconded by Mr. Spinney.

Grafton Inn owner, Mr. John Pardee addresses the Board. Mr. Pardee states there has been 15 years without an issue.

Chief Crepeau recommends: A written warning. All servers must attend an in person TIPS training course. A copy of the each server's certificates is to be given to Chief within 30 days.

Ms. Thomas made a motion to close the hearing, seconded by Mr. Flynn, all were in favor.

Mr. Flynn makes a motion accept the Chief's recommendation seconded by Ms. Thomas, all were in favor.

Valley Plaza Discount Liquors

Ms. Thomas reads the public hearing notice.

Ms. Thomas makes a motion to open public hearing. Mr. Flynn seconded, all were in favor.

Mr. Naik Taral owner of Valley Plaza Discount Liquors reads a statement to the Board stating that he made a mistake and going forward he will ID each customer.

Chief Crepeau recommends: 1 day closure. Mr. Taral to choose the day that works best. All store employee must attend an in person TIPS training course. A copy of the each server's certificates is to be given to Chief within 30 days.

Ms. Thomas makes a motion to close public hearing, Mr. Spinney seconded. All were in favor.

Mr. Flynn makes a motion to accept the Chief's recommendation, 1 day suspension of liquor license on a day that is good for the chief and owner. Tips recertification for all employees within 30 days with receipts given to the Chief. Mr. Spinney seconded. All were in favor, none opposed.

Appointment of Jaime Smith - Administrative Assistant-Assessor's Office

Mr. Spinney made a motion to appoint Jaime Smith as the Administrative Assistant in the Assessor's office Mr. Flynn seconded. All were in favor.

Common Traffic Plan

Mr. McInerney introduced Jeff Walsh from Graves Engineering and states this project is in its early stages. There are three option and we will be looking to get on the TIPS list once this moves forward.

Mr. Walsh addresses the Board. And states there are three conceptual plans and that are not fully engineered. The options had been originally presented in 2010 to the Historic District Commission and Board of Selectmen in 2010. There was a boundary survey done, based on this information, three concepts were created. The objective of this project is to improve traffic flow around the common and a desire for aesthetics.

Option1A: This is the preferred option and allows for east to west and north to south traffic flow, requires traffic signalization and would provide additional parking.

The primary desire is to keep traffic flow north and south. Secondary, the traffic flow east and west on North and Millbury Streets, during peak times, there are not enough breaks in the traffic to allow traffic to come thru the intersection.

Parking: Mr. Walsh stated that he wanted to try to get parking that was reasonably close to One Grafton Common and by the church on west side of common. He also tried to standardize width and length of parking spaced. Currently, there are 52 existing space, we are proposing 73.

Option 2: This option eliminates parking in front of One Grafton Common, which would be moved across the street.

Option 3: This option would feature a roundabout and would bring southbound traffic way out around the common and isolate the common. This was not a preferred concept.

Mr. Walsh states that in 2012 there was a traffic study done by Conley Associates. The findings indicate that the use of traffic signals is warranted at the North Street, Millbury Street and Worcester Street intersection and at the South Street and Upton Street intersection, Of course there is an increase in traffic since the 2012 traffic study was

performed. Additionally in 2013 Mr. Walsh had prepared a cost estimate for the work, the estimate came at \$2.75 million and was based on 2012 numbers. This would cover, engineering design, construction and administrative costs. Budgetary numbers were used from MADOT rates that were published in the Commonwealth at that time. This would translate in rough numbers to be about a 3% increase per year after the estimate was created.

Mr. Flynn asked Mr. Walsh, apart from extra parking in terms of flow, what will improve traffic flow? Mr. Walsh states standardization will improve flow. Mr. Flynn asks Mr. Walsh if a bottle neck will be created when traffic is coming into an area that is always congested and suggests traffic will be backed up with a traffic light. Mr. Walsh does not feel this will be a problem.

Mr. Szczurko states that none of what they are looking at has anything to do with the building or business. This is to improve motor vehicle and pedestrian traffic.

Mr. McInerney addresses the Board indicating that the purpose of tonight is to check the temperature of board and see what the best option for the common.

Mr. McInerney indicates he, John Morgan, Brian Szczurko, Jeff Walsh will sit down and discuss with more detail.

Mr. Spinney states that the completion of the project is years before completion and asks Mr. Walsh for some inexpensive ways that the town can deploy. Mr. Walsh responded by saying that he would be glad to work with staff to see if inexpensive short term solutions could be employed.

Vote to Sign Parker Environmental Corporation-Groundwater Monitoring/Follette Street

Mr. Spinney Made a motion to enter into contract with Park Environmental. Ms. Thomas Seconded, all in favor none opposed

Adopt Sexual Harassment Policy

Mr. Spinney Made a motion to Adopt the revised Sexual Harassment Policy, Ms. Thomas seconded, all were in favor none opposed.

Town Administrator Reports

There will be a shared services meeting with Dr. Ash from the Town of Lexington. Mr. Flynn will contact Dr. Ash with a few dates in February to schedule a shared services meeting.

The Shared Human Resources position will be housed in the School Department. Senior Center Bathrooms have been rebid.

A Joint meeting with EDC & Planning to be scheduled for 1/21/15 at 7PM

The FY16 Budget is 65% complete.

The Town Audit has been completed. There are no issues with FY 2014. The auditors will issue a report by the end of the month.

One Grafton Common filed sub bids are due 2/28.

We have advertised in the Central Register for road projects next year

State Ethics commission will have trainings in January, February and March.

Click Fix went live yesterday.

Mr. Spinney would like to coordinate some things the he would like to see on the next agenda and requests there to be a static item labeled "Future Agenda Item" on all agendas going forward.

Town Administrator Goals

Mr. Dauphinais states that at the 1/20/15 Selectmen meeting, Mr. Padgett will discuss when the Town Administrators goals will be presented.

Community GURR Meeting 1/14/15

Mr. McInerney indicates that there will be a Community GURR meeting on 1/14/15. Senator Michael Moore will moderate. We are working on putting together a panel that includes, School Superintendant, Police, Fire, Town Counsel, and a representative from the State Fire Marshall office, Hazmat, and State Representatives.

Meeting Minutes

11/18 Mr. Spinney made a motion to accept minutes from 11/18, Ms. Thomas seconded all were in favor.

Adjourn

Mr. Spinney made a motion at 9:52 PM to adjourn, Mr. Dauphinais seconded. All were in favor.


For more information, this and other meetings can be viewed on Grafton Community Television. www.graftontv.org.



Brook Padgett, Chairman

4/7/15

Date Approved



Laura St. John-Dupuis, Recording Secretary